



Site Advisory Council Meeting Minutes  
June 16, 2022  
St. Matthew's Parish

**Mission Statement:**

Providing quality Catholic education in Allouez

**Vision Statement:**

In partnership with parents and parish communities, we provide a transformational, faith-filled educational experience for each student.

Academic      Spiritual      Emotional      Social

**Core Values:**

Respect                      Excellence      Joy      Compassion      Discipleship

**Present:** Blaire Morois, Bridget Erwin, Kelly Gusloff, Justin Dart, Fr. Bob Kabat, Kay Franz, Sarah Johanski, Peter Weiss, Kerry Kratzke, Magy Hernandez, Jenny Hoppe, Katie Gelb, Amy Ertman, Matt Klika, Kim Noe, Angela Moore, Danielle Bruder, Matthew Dufek

**Absent:** Fr. Tom Reynebeau, Carrie Mahlik

Site Advisory President Kelly Gusloff started the meeting at 6:04 p.m.

1. **Opening Prayer:** *Dear Lord, thank you for the opportunity to meet this evening. May we engage with each other in faith and kindness. May we manage each situation with wisdom and value. May we speak and serve with integrity and purpose. We invite you to work within us this evening. We ask this through Christ our Lord. Amen.*
1. Welcome & Thanks!
  - o Thanks to our outgoing SAC members for their service
  - o Thanks to teachers and staff for a great last week of school and successful school year
  - o All SAC members introduced themselves and shared what traits and qualities they bring to the group
2. Open Forum
  - o Kerry Kratzke asked if we could have \$1 dress down on half days and the kids could potentially vote on what cause or organization the funds support. Kay will take the matter under advisement.
  - o Blaire Morois inquired about access to bathrooms for fall soccer; Kay will follow-up with Chris Haese to provide a list of dates and times that the doors need to be programmed opened to allow access. Logistics for getting that information is Chris's role. That information will then be shared with Resurrection, and they will ensure that the doors are programmed open.
3. Approval May Minutes - Bridget E.
  - o Motion to approve minutes – Blaire M.; second – Justin D. Motion carries.
4. 2022-2023 Fundraiser/Auction Update – Jennelle A. (written report)

- A successful kick-off meeting was held in May.
- Letters to companies will be going out beginning of next week, slightly delayed due to computer issue.
- Teppie Schueller, Jeff and Bridget Erwin & Nick Anderson have graciously said yes to helping us call on companies, following up on our corporate solicitation letter.
- Schneider has committed to a \$500 sponsorship. They only give \$500 to school fundraisers.
- Hilltop Hoedown page established on FACS website. Letter will have a QR code directing donors to this page. Donors can donate using a link that drives them to GRACE donation page. Unfortunately, we couldn't get a donation page on our site.
- Kelly Hermanson has been leading the charge with the auction app. Thanks to her powers of persuasion, GRACE will be signing a contract with GiveSmart for the majority of schools to use. This brings our app costs down from \$1,200 to \$400. Moreover, this app gives us the option to pass on the 3-4% transaction fee to a donor. Apparently, 80% of app donors choose to absorb this cost when the option is presented; this will be a significant savings/benefit to FACS.
- Letters soliciting in-kind donations is ready to go. Businesses will be solicited for in-kind.
- Blaire Morois has graciously offered to help put together the baskets and photography of the items. She has done this before and with her expertise can guide us to making the items look great.
- Dame salon and Zambaldi have already committed to donating to the silent auction.
- Pepsi will donate some sort Bubblr pyramid.
- All the chuck wagons (food tables) have been signed up for.
- John and Sandy Murphy have a great handle on the bar. They will ask Parallel 44 to donate the Wine. Gerczaks will sell beer and wine at cost.
- Reed Neubauer said Pepsi will donate soda.
- John and Sandy have already asked volunteers to help.
- We have asked SAC for a \$500 budget toward donations.
- We still need a chair for the live auction. If you know anyone.

Discussion ensued about the proposed business solicitation model that will allow for sponsors to identify what projects they want to support. The primary purpose of the fundraiser is to support the school's third source funding requirement. A shared concern was that SAC has limited control over how those funds are allocated and will be used once they are turned over to GRACE. The feedback was that it would be too involved and we may be making promises to people we can't keep.

#### 5. Principal's Report – Kay F.

- FACS ended the year on a very good note. 8th grade camp, friendship breakfast and Graduation all went well. We had two wonderful field days that were well planned and enjoyed by the children and teachers. James Block did an awesome job of pulling the talent show together for both buildings and the bridging ceremony on the last day for the K - 4 students was a delight.
- Staffing for next year is complete except for one part time position. Kay provided an overview of 2022-2023 staffing and shared enrollment numbers at present.

#### 6. Old Business

- Calendar of Events
  - i. "Meet the Teacher Night" event volunteer
    - 1. SAC would like to sponsor a parent/family/community event in conjunction with Meet the Teacher Night. Food trucks will be invited, and SAC is looking for a member to lead this charge. Peter Weiss may have a lead on a volunteer and will connect with Kelly G. to discuss further.
  - ii. Kelly G. provided an overview of each of the SAC sub-committees to allow members to give some thought to what they might want to be involved with for the upcoming school year.
- Scrip updates
  - i. Kelly G. provided an update from Jake and Anissa. They are finishing end of year reporting. Everything is in a good place. A suggestion was made that maybe we could solicit a volunteer to deliver Scrip orders in the summer.

## 7. New Business

- 2022-2023 budget proposal – Steve & Kerry
  - i. Kerry walked through proposed budget. Blaire made a motion to approve budget as presented; Jenny seconded. Motion carries.
  - ii. Kay's "wish list"
    - 1. Replacing classroom furniture (some desks could use some updating); middle school has greatest need; rough approximation would be \$10,000 per classroom for furniture updates
    - 2. Some whiteboards also need replacing in classrooms
    - 3. There is also a desire to convert water fountains to water bottle filling stations; COVID grant funding will cover installation of systems but not the systems themselves. Cost is approximately \$1000 each and 2 are needed at Res and 1 at St. Matt's campus. Matt Klika may be able to order those items at a discount from his employer.
- Suggested bylaws changes
  - i. Kelly asked group to review the draft bylaws that were included in this month's meeting notice and be prepared to discuss proposed changes and any additional suggestions at next meeting.

## 8. Subcommittee Reports & Commitments

- Athletics/Booster – Chris Haese
- Parent Advocacy Committee – Kelly Van Handel
  - i. None
- Fundraising – Justin Dart
  - i. None
- Activities and Community Outreach
  - i. None
- Catholic Service and Spirituality – Peter Weiss, Amy Ertman
  - i. None
- Sunshine – Carrie Mahlik, Jenny Hoppe, Theresa Adler
  - i. None

**Closing Prayer/Adjournment:** *Gracious Father, Thank you for making this such a successful school year for our community. Thank you for the opportunity to be together, to learn, and to grow. Thank you also for the success of this group. Thank you for the opportunity to provide, plan, and produce. Please bless our families as we relax and enjoy this summertime together. Please bless our members who are moving on, and please bless the new group during the year ahead—may they enjoy one another, grow in friendship and faith, and see continued success in all their projects and plans. In your holy name we pray. Amen.*

Meeting adjourned at 7:58 p.m.

## 9. Action Items:

- Submit July/August meeting preference via doodle poll
- Review bylaws and send suggestions/questions to Kelly

## 10. 2022-2023 SAC Dates

- *Locations switched between St. Matt's & Res Campuses*
  - **Combined July/August meeting TBD (doodle poll to be sent)**
  - September 15 at 6:00 pm
  - October 13 at 6:00 pm
  - November 10 at 6:00 pm
  - December 15 at 6:00 pm
  - January 19 at 6:00 pm
  - February 16 at 6:00 pm
  - March 16 at 6:00 pm
  - April 20 at 6:00 pm

- May 18 at 6:00 pm
- June 15 at 6:00 pm